

**COOPERSBURG BOROUGH COUNCIL**  
**Regular Meeting Minutes**  
**July 15, 2014**

The meeting of the Coopersburg Borough Council was held on Tuesday, May 20<sup>th</sup>, in Council Chambers at Borough Hall and called to order by Council President Felch at 7:00 p.m.

**OPENING CEREMONIES**

The Pledge of Allegiance was recited.

Roll call was taken by Manager Paashaus. Also present were Mayor Hovis, Council Members Balascak, Lundy, Mack, Pica, Thrapp, Solicitor Gittinger, and Engineer Erdman. Council Member Greenland was absent.

**AGENDA**

**The Agenda was ordered adopted without any changes or objections.**

**PUBLIC COMMENT**

Matthew Szuchyt, a representative for Senator Pat Browne, introduced himself to Council. There was further discussion regarding the budget and if it would impact the Borough's future grant funding.

Donna Balascak (1015 W State St.) spoke on behalf of Betty Lou's Pantry. The local food bank is in need of non-food related items, such as laundry detergent and toiletries. Felch thanked Mrs. Balascak for her support of the food bank and offered future help from Lehigh Conference of Churches. The Borough staff will work on putting notification on the Borough website, along with a drop-off box in the Borough lobby.

Andrew Filler, a representative for Super Jock, introduced himself and requested information regarding Southern Lehigh Living Memorial Park. He was referred to the Borough Office for his questions.

**CONSENT AGENDA**

A Motion was made by Lundy and seconded by Thrapp to receive the Monthly Financial Statements (May & June), receive 2013 pension report, receive the Monthly Reports (Council information, Police report, Vehicle Roster), and approve the Previous Meeting Minutes from May 20, 2014. Balascak requested to remove the 2013 pension report and have it discussed at the end of the meeting. **Consent Agenda passed with the removal of the 2013 annual pension report by a vote of 6-0.**

**SPECIAL REQUESTS**

1. Blight Ordinance – Tina Roseberry presented a draft blight ordinance for the Borough and gave an explanation of blighted problems and Act 90. Council confirmed that they were comfortable with moving forward and scheduled the first public hearing regarding the blight ordinance for August 4, 2014. This ordinance will be tailored for the Borough needs. There was further discussion regarding fees and a formal process to address blight.
2. Pinebrook Manor – Thomas Williams and Chris Portner were present to discuss the Pinebrook Manor project. Portner stated that the plan had not changed substantially and gave Council updated architectural drawings. Engineer Erdman asked Council for feedback to the following concerns:
  - a. Ownership and upkeep of the Sewer line servicing the project - Council and Williams were comfortable with the developer owning and maintaining the sewer line located on the subject property. The Borough may monitor the line if repairs are needed in the future.

- b. Landscaping Plan - Council did not feel it necessary to pursue a landscaping plan.
- c. Right-of-Way on Linden St/Locust Valley Rd - Council made no effort to pursue taking further right-of-way along the development for future road widening.
- d. Submission to the Conservation District - Council is comfortable to review a waiver request from the developer. Erdman stated that he was comfortable with not submitting based on the plans and lack of breaching the ground disturbance limit. Council requested a formal, written waiver request from the developer.
- e. Parking lot lighting - The parking lot lighting was addressed by the zoning hearing board and the developer will abide by those requirements.
- f. Architectural appearance and privacy fence - There was discussion regarding the positives and negatives of having a privacy fence. The developer will make the final decision regarding the installation of a fence. Council was comfortable with either direction.

Felch stated that the goal for this discussion was to move the project as far as possible and hoped to reach a conditional approval. Balascak stated that the Coopersburg Water Authority would need to review and give final approval on the water utility connections, and he will bring the plan to their next meeting. Williams questioned the need for a planning module and the steps for approval. Erdman stated that a planning module was needed, that Upper Saucon would need to sign-off on the module, and that DEP would need to review it. There was further discussion regarding the sewer allocations and if the Borough had adequate capacity for such a request. Balascak asked the Solicitor's opinion. Gittinger stated that Engineer Erdman had adequately covered all of his concerns. Felch stated that the plan still had a sign at the corner of Linden Street and Main Street that needed to be removed. A Motion was made by Lundy and seconded by Thrapp to conditionally approve the Pinebrook Manor Plan based on the letter of conditions from Engineer Erdman, dated July 15, 2014, and the removal of the sign along Main Street. **The Motion passed by a vote of 6-0.**

### ACTION ITEMS

- 1. A Motion was made by Balascak and seconded by Pica to award the Landis Street FDR Contract to Recon Construction Services, Inc. in the amount of \$32,662.50. Duane Wetzel stated that he had a concern regarding storm water at Landis Street and Route 309. Paashaus stated that the project included asphalt curbing that would help to address this issue. **The Motion passed by a vote of 6-0.**
- 2. A Motion was made by Felch and seconded by Balascak to accept the resignation of Robert K Headman from the Zoning Hearing Board. Felch stated his thankfulness for Mr. Headman's expertise over the years. The position will be advertised. **The Motion passed by a vote of 6-0.**
- 3. A Motion was made by Lundy and seconded by Balascak to recognize Robert K. Headman and his service to the Borough of Coopersburg. **Resolution 2014-9 passed by a vote of 6-0.**
- 4. A Motion was made by Pica and seconded by Thrapp to reappoint James DeSouza to a second term on Southern Lehigh Public Library's Board of Directors for a 3 year term (July 2014 – June 2017). **The Motion passed by a vote of 6-0.**

### REPORTS OF COMMITTEES

- 1. Infrastructure
  - a. Septic – Council Member Balascak reported that representatives for the Brinley Court Subdivision (in Upper Saucon Township) met with the Infrastructure Committee to discuss the temporary rental of 8 sewer EDU's for a period of 12 months. The Committee saw value in granting the request due to the positive impact with DEP, the minimal income for each EDU, the short timeframe, and speeding up the construction of a flow equalization tank. The Infrastructure Committee made a recommendation to council to temporarily rent 8 sewer EDU's to the Brinley Court Subdivision for a period of 12 months at a cost of \$250 per EDU and all legal expenses.

There was further discussion regarding the positive impact to DEP, a letter to DEP from the developer, the number of EDU's available, Council being supportive, and flow equalization. **The Motion passed by a vote of 6-0.**

- b. Highway – Council Member Balascak reported that after Landis Street is finished construction, the roads in the Borough are in very good shape.
- c. Water – Council Member Balascak reported that the water meter program was complete and the Authority was still in review of the connection with Upper Saucon at Well #3. The Authority is reviewing the need for fencing at Well #3 due to evidence of tampering with the structure and finished their 5 year capital improvements plan. There was further discussion regarding future improvements to Main Street and including the Comprehensive Planning Committee in the planning. Balascak gave an update about the Fire Hydrant painting project.

2. Public Safety/Governmental Relations

- a. No additional report.

3. Administration and Finance

- a. No additional report.

**REPORTS OF PROFESSIONAL ADVISORS**

1. Solicitor: No additional report.
2. Engineer: No additional report.
3. Borough Manager: No additional report.

**UNFINISHED BUSINESS**

1. Compost site will remain on the Agenda.

**NEW BUSINESS**

1. No new business

**COUNCIL COMMENTS**

Council Member Balascak removed the 2013 Annual Pension Report from the Consent Agenda to discuss further. There was discussion regarding the specific funds, defined contribution vs. defined benefit, fees, and how the pension is managed.

**ADJOURNMENT**

Council Member Balascak made a motion to adjourn which was seconded by Lundy. The meeting was adjourned at 8:50 PM.

---

Timothy Paashaus – Borough Manager

---

John Felch, Jr. – Council President